

**Sub-Grantee: Gila County Division of Health and Emergency Services**

**Element: Detailed Budget and Narrative**

**Budget Narrative**

The Gila County office of Emergency Management will ensure, through coordination with County and Local shareholders that the county is prepared to respond to, and recover from, all natural and man-made emergencies. This office will provide the leadership and support to reduce the loss of life and property through an all-hazards emergency management program of mitigation, preparedness, response and recovery throughout Gila County. Our goals are to: Identify and assist in the mitigation of natural and human-caused hazards; Develop and maintain plans for major emergencies/disasters that build on and complement the existing operational policies and procedures of local emergency response agencies; Establish an annual training program that develops and maintains necessary emergency management skills, including conducting exercises to test agency/department emergency response plans and procedures; Provide the direction and coordination to identify and manage the additional resources needed for a major emergency/disaster response; Gather and disseminate information to the public, media and local government agencies to assist in the preparation, response and recovery from major emergencies/disasters; Serve as the focal point for coordination and liaison of activities between local, state and federal government in the response to and recovery from major emergencies/disasters; and Comply with Federal Emergency Management Agency (FEMA) and Arizona Department of Emergency Management (ADEM) requirements for receipt of program funds.



The Gila County office of Emergency Management resides within the Division of Health and Emergency Services where it operates in combination with the Public Health Emergency Preparedness grant. The dual program emphasis allows us to focus our efforts without duplicating services or contacts within our community.

How will the Emergency Management Performance Grant be used? This grant will be used primarily to staff Gila County with personnel working to plan, prepare, and respond to all emergencies in order to reduce loss of life and property. Gila County coordinates response and recovery activities through implementation of emergency response plans during and after emergencies. This years priorities include: 1) completing update Northern and Southern Wildfire protection plans, 2) develop tactical interoperability plan, 3) update emergency operations plan, 4) beginning process of stakeholder engagement toward COOP,

5) rebuild our communication systems and processes for emergencies, and 6) selection, purchase, implementation of a community wide mass notification system.

- **Personnel:** The fiscal year 2015 EMPG budget includes an estimated \$170,666 in personnel salary costs for emergency management staff's regular time and volunteer hours for soft matching. Gila County Emergency Management is comprised of four (4) employees, four (4) of which are funded by the EMPG Program.
- **Fringe:** The budget includes an estimated \$48,270 for fringe benefits costs.
- **Travel:** The budget includes an estimated \$11,896 for personnel travel.
  - **In-State travel** is comprised of [Mileage for fleet vehicles, lodging, and meals and incidentals].
  - **Out-of-State travel** is comprised of [Airfare, lodging, rental vehicle, and meals and incidentals].
- **Equipment:**
- **Supplies:** \$5,468 includes office supplies for day-to-day use, food for meetings, community outreach supplies to support our volunteer groups, and postage.
- **Contractual/ Local Pass-Through:** \$5,800 includes monthly copier maintenance and maintenance of our communication systems.
- **Construction:** At this time, no construction projects are planned.
- **Other costs:** The budget includes an estimated \$77,900 for services to include: telephone services, utilities, consultation of plans, employee training and dues, and lease for building and grounds.
- **Match:** [Gila County] acknowledges the match requirements. The federal share that is used toward the EMPG program budget shall not exceed the 50 percent of the total budget. The state and/or sub-grantee (who receives pass-through funds) must equally match (cash or in-kind) the federal contribution.

**Element: Intergovernmental Review**

Please reference the SF 424 Line 19.

## **II.B. GENERAL PROGRAM REQUIREMENTS**

**Element: Existing Emergency Operations Plan (EOP) on file (June 2013)**

The Gila County Emergency Management continues to review and update the County Emergency Operations Plan throughout the year and plan to bring a completely revised Plan to the Board of Supervisors for approval by December 2015.

**Element: Application documents EOP update verification will be provided by December 31, 2015 via the SPR.**

The Gila County Emergency Response Plan (EOP) update verification will be provided by December 2015.

**Element: Application documents the Threat and Hazard Identification and Risk Assessment (THIRA) will be updated by December 31, 2015 (reference FOA, Appendix A)**

Arizona is on target to submit the annual THIRA update by Dec 31, 2015, as required.

Gila County Emergency Management will participate in the annual THIRA workshop. The work shop is usually scheduled mid-to-late year; or submit a separate THIRA in accordance with EMPG NOFO requirements.

**Element: Most recent SPR submitted December 31, 2015** (Reference FOA, Appendix A – page 24 for Identifying and Assessing Risk and Estimating Capability Programmatic Requirements)

The 2015 Arizona (AZ) SPR is the result of a collaborative effort by the Arizona Department of Homeland Security, Arizona Department of Emergency and Military Affairs, Division of Emergency Management and involved subject matter experts from a multitude of disciplines across the state representing federal, state, Tribal, local, private sector and non-governmental partners, the “Whole Community” effort. The 2015 AZ SPR was completed in coordination with the 2015 Threat Hazard Identification and Risk Assessment (THIRA) in compliance with Comprehensive Preparedness Guide<sup>3</sup> 201, Second Edition and submitted in accordance with FEMA Information Bulletin No. 391 and the guidance as part of the National Preparedness System. EMPG funds will be utilized to support comprehensive, all-hazards emergency preparedness system in addressing the shortfalls gaps identified in the THIRA/SPR. Through collaborative efforts with the whole community partners, these tasks and actions will be identified and acted on accordingly when appropriate.

Required State Preparedness Report (SPR) post assessment report area core capabilities in the 2015 SPR the three core capabilities that were required to be identified as being in the greatest danger of decreasing or most progress as a result of a POETE (Planning, Organization, Equipment, Training, and Exercise) assessment are the following (regardless of incremental value-one capability could be very closely ranked to another but a choice must be made):

1. In most dangerous of decreasing, these ranked lowest in comparison to the other core capabilities:
  - a. Interdiction and Disruption
  - b. Cyber Security
  - c. Community Resilience
2. With most progress:
  - a. Intelligence and Information Sharing
  - b. Environmental Response/Health and Safety
  - c. Operational Communications

**Element: Work plan outlines how expenditures will address/support gaps identified in the THIRA/SPR**

Gila County Emergency Management will address/support gaps identified in the THIRA/SPR.

**Element: Application documents funding will sustain National Preparedness Goal (NPG) core capability, and/or any new core capability is clearly linked to NPG**

Gila County Emergency Management will sustain National Preparedness Goal (NPG) core capability, and/or any new core capability is clearly linked to NPG.

**Element: Assurance provided than any new core capability is deployable in support of regional and national efforts**

Gila County Emergency Management assures that any new core capability is deployable in support of regional and national efforts.

**Element: Period of performance does not exceed 24 months (October 1, 2013 – September 30, 2015)**

Yes. Reference SF 424, Line 17.

**Element: Total Federal funds requested do not exceed amount noted in guidance.**

Yes. Reference SF 424, estimated funding.

**Element: State's 12 month operation period identified.**

Yes.

**Element: Is the grantee current in the submission of their Program Performance Reports (date of last report) If the report is not current, please explain what effort or contact has been made to ensure grantees meet the requirement.**

Gila County Emergency Management is current in the submission of their Program Performance Reports.

**Element: Is the grantee current in the submission of their Biannual Strategy Implementation Report (BSIR) (date of last report) If the report is not current, please explain what effort or contact has been made to ensure grantees meet the requirement.**

Arizona's BSIR is current. The report is submitted on a semi-annual basis, last report was submitted on January 31, 2015.

**Element: Applicant is a member of the Emergency Management Assistance Compact (EMAC)  
Note: Except for American Samoa and the Northern Mariana Islands**

Arizona adopted the Emergency Management Assistance Compact (EMAC) in 2001. Arizona Revised Statute, specifically A.R.S. §26-402, provides legislation for the provision of mutual assistance under EMAC. The Emergency Management Assistance Compact is a basic principle of "neighbor helping neighbor" in time of an emergency. EMAC is intended to provide mutual aid to a state, from an assisting state, that can quickly and effectively respond while providing credentialed, certified resources. EMAC ensures that the resources have the necessary liability and insurance protection, as if they were responding within their own state.

**Element: Ensure compliance and/or alignment with NIMS implementation**

Gila County ensures compliance and/or alignment with NIMS implementation. Please refer to the Training Data Table submitted with the initial application.

**Element: Required AAR/IPs for previous year's funding submitted**

The Gila County Emergency Management does complete AAR/IPs for each exercise conducted and submits them to the ADEM Exercise Branch.

**Element: SAFECOM Guidance for emergency communications grant compliance adhered to**

In relation to the use of FY2015 EMPG funding, Gila County Emergency Management assures the following: Communication Equipment procured with EMPG funds will be in compliance with SAFECOM guidance.

**Element: If broadband-related project planned; has requirements identified in IB 386 been met**

In relation to the use of FY2015 EMPG funding, Gila County Emergency Management assures the following: Communication Equipment procured with EMPG funds will be in compliance with SAFECOM guidance. Any broadband-related projects planned will meet requirements identified in IB 386.

**Element: Projects/Activities with potential impact on the environment identified and EHP review process acknowledged.**

Not applicable

## **II.C. Work Plan**

### **FY 2014 EMPG Program Priorities & Reporting Requirements**

**Element: The Alignment of the EMPG Program to the National Preparedness System (NPS);**

**Element: Sustaining Core Capabilities previously funded through EMPG identified;**

**Element: Maintenance and Sustainment**

Gila County Emergency Management works hard to ensure that we align with national initiatives, and integrate the whole community in our preparedness efforts. Our efforts parallel the National Preparedness System in that we:

- identify and assess risk on a daily basis via our Threat Analyst as well as other forums, such as with development of the state's THIRA;
- work with all partners to estimate total capability requirements in Arizona;
- look for opportunities to identify funding to support building capability based on gaps identified in THIRA and AAR/IP, and then maintaining and sustaining those capabilities acquired;
- planning with the whole community to ensure that the program can deliver resource capabilities;

- validating capabilities through exercises as well as events;
- reviewing and updating all capabilities, resources and plans on an annual basis.

**Element: THIRA and Capability Estimation Process**

Gila County Emergency Management plans to attend the work shop that is usually scheduled mid-to-late year; or submit a separate THIRA in accordance with EMPG NOFO requirements.

**Element: Strengthening Governance Integration**

Enhance the accountability and transparency of partners

**Program and Budget Narrative**

**Element: Overview of the State/territory risk profile (natural, technological, man-made)**

- 53,053, estimated population per U.S. Census Bureau data for 2013
- The population for persons age 65 and over, per U.S. Census Bureau 2012 data estimates 13,688 (25.8%).
- Gila County Emergency Management threat environment includes not only the traditional spectrum of manmade and natural hazards – wildland and urban fires, floods, oil spills, hazardous material releases, pandemics, drought, heat emergencies, and disruptions to energy and information technology infrastructure – but also the deadly and devastating terrorist arsenal of chemical, biological, radiological, nuclear, and high-yield explosive weapons (CBRNE). These complex and emerging threats demand a unified and coordinated approach to incident management.

The hazards identified in the Gila County Hazard Mitigation Plan, which has been adopted by the Gila County Board of Supervisors are:

**Flooding**

**Hazardous Materials Incidents**

**Wildfires**

**Winter Storms**

**Drought**

**Terrorism**

**Disease**

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Initial self-reliance immediately following a disaster is critical to all communities to ensure continuity of government. However, timely follow-on logistical support in the form of interstate and intrastate mutual aid and other resources is vital in the recovery of critical infrastructure capabilities such as hospitals, energy, utilities, water, transportation, and financial services. All of these factors remain high priorities in our whole community preparedness and response planning.

**Element: Areas of need identified through assessment processes**

Gila County Emergency Management TICP and communications update.

Note: Areas of need are identified through multiple assessment processes such as the Threat and Hazard Identification Risk Assessment, as well as Exercise After-Action discussions where you capture and document in the report the areas of strength and weakness and then outline within the Improvement Plan how you will address.

***Element: Baseline inventory of where State/territory is now relative to achieving target capabilities***

Gila County Emergency Management goals and objectives are in-line and identified within our Strategic Plan. As a whole community effort, Gila County Emergency Management is diligently working to address and improve our preparedness efforts. Gila County Emergency Management does have areas in need of change and continues to work, through a whole community effort, to address those areas.

Gila County Emergency Management is continually working to improve our abilities to plan for, prepare for, and provide resources to mitigate the impacts of emergencies, disasters, and events; and when emergencies do affect our communities, we work diligently with the affected communities through the planned Recovery Services that are in place. This effort is a whole community effort. Gila County Emergency Management



is continually working to revise the State Emergency Response and Recovery Plan to ensure a comprehensive outline of our responsibilities.

**Element: State/territory emergency management priorities and planning focus for FY 2015**

The priorities and planning focus for the state and sub-grantees, for FY2015, are indicated in the (EMPG FY 15 State and Contractual Work Plan objectives.xls) document (attached).

**Element: TEP submitted**

[Yes, please reference the data tables submitted with the initial application.](#) Training and Exercise Plan has been completed and submitted to ADEM.

**Element: List of State EMPG funded personnel provided by job title/position**

[Yes, please reference the data tables submitted with the initial application.](#)

[Michael O'Driscoll Director Emergency Management](#)

[Joshua Beck PHEP/EM Manager](#)

[Todd Whitney Communications Coordinator](#)

[Celena Cates Executive Assistant](#)

[Debra Blavins Finance Clerk](#)

**Element: 12 Month period in which training and exercise objectives will be measured to include the quarter/date the exercises will be conducted**

[Not applicable](#)

**Element: EOC construction or renovation activities identified**

[Not applicable](#)

**Element: Investment Justification for EOC construction/renovation activities included**

[Not applicable](#)

**Element: Four quarterly exercises (i.e. one per quarter) of any type (i.e. discussion –based or operational-based) identified.**

[Yes - reference the exercise data tables submitted with the initial application](#) Weekly Communication Drill between ADEM EOC and Gila County EOC. Quarterly testing of our AzHAN drill down messaging.

**Element: One full-scale exercise within a 12-month period identified.**

**We will be participating in the AZCHER Central Region, DEMA, and ADHS Full Scale Exercises this year.**

#### **Grant Activities Outline**

- ✓ **Element:** Completed for activities supported with FY 2015 EMPG Program funds (including construction and renovation projects)
- ✓ **Element:** Project identified as building, enhancing or sustaining the capability
- ✓ **Element: Identifies** how grant activities relate to the Emergency Management Functions (EMFs) outlined in the September 2013 version of the Emergency Management Accreditation Program (EMAP) Standard
- ✓ **Element:** Provides a descriptive name of each planned project
- ✓ **Element:** Explains the major objective of the project, including how the project will address shortfalls identified through various assessments conducted
- ✓ **Element:** Indicates the performance measure used to evaluate project
- ✓ **Element:** Identifies challenges to implementing project or any activities
- ✓ **Element:** Identifies quarterly activities that will accomplish planned project
- ✓ **Element:** Provides status of planned quarterly activities per Project Management Lifecycle processes

Gila County Emergency Management will implement the Project Management Lifecycle into the quarterly reports by documenting the status of the planned activities to include the following steps: initiate, plan, execute, control, and close out. Reference the standard EMPG Local Activities Progress Report form implemented by the Arizona Division of Emergency Management.

**Element: Describes the reason for project status and other comments as needed**

Not applicable

#### **Data Tables**

**Element: CPG-101 v.2 Plan Analysis tool submitted**

Not applicable

**Element: Personnel Data Table submitted**

Yes - submitted with initial application

**Element: Training Data Table submitted with initial application.**

Yes - submitted with initial application

**Element: Exercise Data Table submitted with initial application.**

Yes - submitted with initial application